



Finance Committee Meeting Minutes

April 25, 2016 6:00 PM

Tyngsborough Town Hall

Tyngsborough, Massachusetts

Members Present: Burt Buchman, Vice Chair (BB)
Marie Lambert, Secretary (ML)
Paul Morin (PM)
Chris Mellen (CM)

Members Absent: Darryl Wickens, Chair (DW)

Attendees: Curt Bellavance, Town Administrator
Matt Hanson, Asst Town Administrator
Rick Reault, Board of Selectmen
William Gramer, Board of Selectmen
Robert Jackson, Board of Selectmen
Corliss Lambert, Board of Selectmen
Therese Gay, Administrative Clerk

CM made a motion to come into session at 6:05 pm, PM seconded. All in favor 3-0-0.

Item 1: Review/Approve Past Meeting Minutes

CM stated that the town website did not have meeting minutes posted for the last 4-5 meetings. The Committee was up-to-date till the last meeting. ML took notes of that meeting. PM had sent approved meeting minutes in to be posted on the town's website. PM to send BB the approved minutes and BB will contact the Town Administrator to get them posted.

ML arrived at 6:19pm.

Item 2: Budget Discussion

The Committee discussed the Capital Asset items. Funding to come from free cash.
That committee is meeting Thursday night.

Questions were discussed regarding the budget and potential new positions.

Meeting was suspended at 6:25 as the Committee moved to the Community Room to meet with the Board of Selectmen to discuss the budget and warrant articles.

Item 3: Budget Discussion with the Town Administrator and the Board of Selectmen

BB reconvened the meeting at 7:45pm in the Community Room for the budget and warrant articles discussion with the BOS.

The Town Administrator stated that the budget was still in draft format and the numbers were being tweaked,

Workers Compensation had a large increase.

They are getting a final count on the health insurance.

Departments were requested to develop a level service budget.

The majority of the proposed increases would be new employees:

1. Additional hours for IT administration
2. Creation of a part-time Benefits Coordinator – 25 hours. Town is discussing funding with School Department.
3. Police – 1 new officer and 1 new communications officer. Plus 1 part-time communications officer.
4. Media and Technology – 1 additional person. That will be funded from PEG account.
5. Town Planner – part-time

Item 4: Review and make recommendations on Town Meeting Warrant Articles

The Warrant Articles will be finalized at the BOS's next meeting. On May 3rd, the Town Meeting Warrant must be posted.

The articles were discussed and placed by the BOS. No recommendations were made this evening. The BOS will meet next Monday, May 2nd, to make recommendations. The Fincom will meet separately that same night to make their recommendations.

Adjournment

PM made a motion to adjourn at 8:36 PM, seconded by CM. All in favor 4-0-0.

Prepared by: Burt Buchman, Vice Chairman